



James J. Hill Center Photography and Videography Rates and Policies

Thank you for considering the James J. Hill Center for your photo or video session. Please review our photography and videography rates and policies. This information is subject to change.

If you have any questions, please contact our marketing team at lshaw@jihill.org or 651.265.5430.

RENTAL RATES *(subject to availability)*

Reading Room | 130' x 50' (6500 sq. ft.)

Monday – Friday 8:00 a.m. – 5:00 p.m. | 1 hour minimum – 2 hour maximum | \$100*/hour

Monday – Friday 8:00 a.m. – 12:00 a.m. | 4 hours | \$1500* | \$150*/additional hour

Saturday – Sunday 8:00 a.m. – 12:00 a.m. | 4 hours | \$2000* | \$250*/additional hour

*All fees are subject to change.

Conference Rooms

Monday – Friday 8:00 a.m. – 5:00 p.m. | 1 hour minimum | \$50*/hour or \$300*/day

*All fees are subject to change.

Empire Builder Room† | 20' x 18' (360 sq. ft.)

Great Northern Board Room | 16' x 22' (352 sq. ft.)

Glacier National Park Room | 19' x 23' (437 sq. ft.)

Helen Starr Room | 18' x 18' (324 sq. ft.)

†May be subject to additional fees.

GUIDELINES

This document applies to photos and videos taken anywhere on James J. Hill Center property, whether inside or outside the building. This document is not required for groups renting the Hill facilities for weddings or other events who may wish to take photos/videos to record their event.

1. Rental of the James J. Hill Center (the Hill) is subject to availability and must be booked by the Hill staff. Walk-in appointments will not be accepted.
2. Rental rates include floor plan as-is. Furniture moving must be done by the Hill staff and may be subject to additional fees.



3. Public hours are Monday – Thursday 8:00 a.m. – 4:00 p.m.; please note other guests may be in the building during your photography or videography session. If you require a private space, additional fees will apply.
4. Photos/videos taken at the Hill are authorized for **non-commercial use only**. If the photos/videos taken are intended for commercial use (commercial web sites, magazines, journals, corporate reports or newsletters, etc.), written approval by the Hill senior management is required and additional fees may apply. The Hill must also receive final approval of all commercial photos/videos to ensure their image is not being misrepresented or used in a way that could confuse their brand.
5. Photos/videos must be taken in a way as to not put the photographer, subject, the Hill staff or bystanders in any danger, and in a way which will not damage the Hill property.
6. Photography/videography sessions shall be completed in the shortest practical time period and with the least disruption or interference with the Hill patrons, staff and operations. If exclusive access is needed, a fee may apply.
7. The Hill staff members are authorized to halt any photography/videography session if they deem, based on their personal judgment, the photography/videography is interfering with the Hill operations or may endanger persons or property.
8. Each person involved in the photography/videography session (photographers, videographers, subject, etc.) must sign below indicating that they understand and agree to the conditions set forth in this document.
9. Photography is restricted to the main floor, second floor, and catwalks on the second floor. Access to glass catwalks between the main and second floor and third floor is prohibited without approval and supervision by the Hill senior management.
10. Except for people who have paid the Hill for rental of the facility for a wedding reception and/or ceremony, the taking of wedding photos/videos on the Hill premises, whether inside or out, is prohibited.
11. Photography/videography cannot be used in any way which harms the Hill or its reputation.
12. Photography/videography cannot be used in any pornography or illegal situations.
13. All persons involved in the photography/videography session release the Hill and its staff of any liability for personal injury or loss of property.
14. All persons involved in the photography/videography session jointly and severally assume liability for any personal injury or property damage which results from their actions.



The above terms are agreed to by:

Photographer/Videographer

Date

Subject

Date

Subject

Date

Subject

Date

Room Rented

Document reviewed by: _____

James J. Hill Center Staff

Date

The James J. Hill Center is a non-profit 501(c)(3) organization. After your session, please consider allowing us to use your photos/videos. Thank you!